

Robert C. Byrd Honors Scholarship

Criteria and Procedures

First Year Students

All scholars must attend college full-time for the first year following high school graduation or the entire scholarship will be forfeited. No postponements, interruptions or waivers will be granted in the first year.

Scholars must attend the institution of higher education designated on the **Agreement Form** unless the Utah State Office of Education advisor has been contacted and received a written **Change of Institution Form** prior to fund distribution.

Renewal Information

The scholarship is renewable for four years of undergraduate study, provided the program continues to be funded and all requirements are met. Scholars must submit two forms to renew their scholarship.

- Renewal Agreement Form
- Eligibility Form

Waiver Information

Waivers must be requested eight weeks in advance of the leave of absence.

Scholars must attend school full-time unless a waiver has been pre-approved based on the federal guidelines:

- Illness-by a physician's statement
- Religious Mission- copy of the official letter from the Church Office
- Military- active duty papers from your military unit

Scholars understand if granted a waiver, they must return to the institution of higher education within two years in the semester immediately following the approved leave of absence. Scholars must inform the Utah State Office of Education in writing of any changes in circumstances relative to a leave of absence or risk losing the scholarship.

An approved waiver will be assigned a date by which the student must be re-enrolled as a full-time student. If the student fails to meet this requirement, the remainder of the scholarship is forfeited.

Application for a waiver does not guarantee the waiver will be granted.

Scholars who have applied for and received a waiver will have their funds carried over until the set date on the waiver agreement.

Funding

Scholars are expected to use up to \$1,500 per year. The funds may change annually dependent on federal grants. Military academies and foreign institutions of higher education do not qualify to receive these funds.

Disbursement of Funds

The scholar must make adequate academic progress as defined by the institution of higher education attended. A check will be mailed to the institution of higher education designated on the ***Agreement Form***. Check disbursements will be mailed within the first month of each semester.

If scholars change schools at any time, they must notify the USOE in writing within **30 days of enrollment** to ensure disbursement of funds to the correct institution. Failure to comply will result in the forfeiture of the scholarship. The scholar is expected to use \$1,500 per year. It is the intent of the scholarship that the student attends four years, full-time and uses the funds during the appropriate year. The annual award is \$1,500. This award may change annually dependent on continued federal funding.

Qualified Institutions of Higher Education

Scholar must attend an accredited institution of higher education located in the United States, District of Columbia, Puerto Rico, Virgin Islands, Guam, Northern Mariana Islands, American Samoa, and Freely Associated States (Federated States of Micronesia, Republic of Marshall Islands, and Republic of Palau). Reminder, military academies do not qualify to receive these funds.

Study Abroad

Scholars may study abroad if the following qualifications are met:

- Scholars must be enrolled at an accredited institution of higher education while studying abroad.
- Scholars must **receive credit** from their institution of higher education through the study abroad program.

Contact Information

Byrd Scholarship
Utah State Office of Education
250 East 500 South
Salt Lake City, Utah 84114-4200

Byrd Scholarship Advisor

Erica Horsley
801-538-7503
erica.horsley@schools.utah.gov

Email http://www.schools.utah.gov/curr/Early_College/Byrd.htm.